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## **A G E N D A**

### **July 28, 2022 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, Surrogate Trustee-Mayor

Craig Freeman, Trustee-City Manager

LaShawn Thompson, Surrogate Trustee-City Manager

Barbara Young, 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 Thursday, July 28, 2022 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 Chambers, Third Floor, 200 North Walker Avenue  
Oklahoma City, Oklahoma

## **INFORMATION ABOUT AIRPORT TRUST MEETINGS**

The Oklahoma City Airport Trust (“Trust”) encourages participation in the public meeting from the residents of Oklahoma City. Unless otherwise posted, the Trust generally meets at 9:00 a.m. in Council Chambers at City Hall on the fourth Thursday of each month except in November and December when it meets the third Thursday of the month. To confirm meeting dates, call (405) 316-3266.

### **Accommodations**

It is the policy of the Trust to ensure the communications with participants and members of the public with disabilities or those with limited English proficiency are as effective as communications with others. Anyone with a disability, as defined in the Americans with Disabilities Act, a limited English proficiency, or in need of an alternate format of the agenda or any information provided at the meeting, an auxiliary aid, or another specialized service such as a sign language, or language, interpreter in order to participate in this meeting, should contact the Department of Airports at (405) 316-3223 no later than twenty-four (24) hours (not including weekends or holidays) before the scheduled meeting.

The following guidelines are in place for meetings in the Council Chamber at City Hall: only the south entrance to City Hall will be open; air purifying machines have been installed in the Chamber; hand sanitizer machines and disposable face masks will be available.

### **Addressing the Trust**

Citizens may address the Trust on certain items by signing up to speak and providing the agenda item number, their reason for appearing and their address. All comments must be relevant to the item. The Chairperson or presiding officer may, in his or her discretion, prohibit a person from addressing the Trust, or have any person removed from the Council Chamber, if that person commits any disorderly or disruptive behavior. Disorderly conduct includes, but is not limited to, any of the following: speaking without being recognized by the Chairperson or presiding officer; continuing to speak after notice that the speaker’s allotted time has expired; presenting comments or material not relevant to the item under discussion; failing to comply with the lawful instructions of the Chairperson or presiding officer; or engaging in other conduct, activity, or speech that disrupts the business of the Trust. Pursuant to 21 O.S. §280, disruptive conduct includes any conduct that is “violent, threatening, abusive, obscene, or jeopardizing the safety of self or others”. A person may also be subject to arrest and removal from the Municipal Building for violation of Oklahoma City Municipal Code 2020, §30-81 Disorderly conduct and/or for violation of 21 O.S. §280-Willfully Disturbing, Interfering With or Disrupting State Business, Agency Operations or Employees.

Citizens who have signed up to speak may address the Trust on any agenda item, except those agenda items falling into the exceptions identified below, or under the “Citizens to be Heard.” Citizens may not address the Trust regarding items under “Director Reports” or “Items from Trustees” (except for items listed for a vote or if asked for comments from a Trustee). Citizens to be Heard is not provided as a forum to announce a candidacy for public office, or a forum for any previously announced public candidates or citizen to campaign on any political issue during the Trust’s meeting. Comments must

concern Trust services, policies, facilities, or items on the agenda.

Citizens who wish to be recognized for comments to Trust are encouraged to call the Department of Airports at (405) 316-3266, twenty-four (24) hours prior to the Trust meeting, but citizens may also sign up to speak at the meeting. Any person addressing the Trust shall have up to three (3) minutes to speak unless additional time is granted by the presiding Chair.

### **Trust Actions**

The Trust can take official action on items that appear on the agenda. At the time action is taken, the Trust may elect to act as stated on the agenda or to alternatively dispose of any agenda item by otherwise adopting, approving, ratifying, denying, deferring, amending, modifying, or continuing the item listed on the agenda. When more information is needed to act on an item, the Trust may elect to refer the matter to the Airport Director or any of the Trust's assigned Municipal Counselors. The Trust may also elect to refer items to a committee of the Trust, to a board or commission, or to an independent consultant for additional study. Under certain circumstances, items may be stricken from the agenda entirely.

Items listed under each category in this agenda are usually approved as a group or section upon motion from a Trustee. Trustees, staff, or citizens may request discussion or separate action on any item on the agenda.

For more information about the Trust, call (405) 316-3266, or visit the Department of Airports at Will Rogers World Airport, 7100 Terminal Drive, 3<sup>rd</sup> Floor Terminal Building, Oklahoma City, Oklahoma.

**AGENDA**  
**OKLAHOMA CITY AIRPORT TRUST**  
**July 28, 2022**

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Three affirmative votes are required for approval of all actions.

- I. Call to Order
- II. Approve minutes of June 23, 2022 Oklahoma City Airport Trust meeting.
- III. Receive Oklahoma City Airport Trust Five Year Capital Improvement Plan and presentation for FY 2023 through FY 2027.
- IV. Elect Vice-Chairperson of the Oklahoma City Airport Trust, effective July 28, 2022.
- V. Director Reports
  - A. Delinquent Accounts Receivable
  - B. Construction Projects Status Report as of July 28, 2022.
  - C. Budget to Actual Report as of June 30, 2022.
- VI. Will Rogers World Airport
  - A. Acceptance of completed Project with Hunter Mechanical & Controls, Inc., for Project OCAT WRWA 2204, "Hangar 8 Chilled Water Pump Replacement," Mike Monroney Aeronautical Center, and placing the Maintenance Bond into effect.
  - B. Amendment No. 2 to the Contract for Professional Services with Benham Design, LLC, for Project No. OCAT WRWA 2005, "Terminal Building Roof Repairs and Replacement," increase of \$57,979.
  - C. Amendment No. 3 to the Construction Contract with Duit Construction Co., Inc., for Project No. OCAT WRWA 2007, "Rehabilitation/Reconstruction of Runway 13-31 Phase I," decrease of \$523,284.89; final acceptance of completed project and placing the Maintenance Bond into effect.
  - D. Change Order No.1 to the Construction Contract with Metropolitan AC Service Company for Project No. OCAT WRWA 2106, "Registry Building - HVAC Controls Upgrade," Mike Monroney Aeronautical Center, increase of 90 calendar days.
  - E. Ratification of the actions of the Director in authorizing Change Order No. 2 with Wynn Construction Co., Inc., for Project No. OCAT WRWA 2005, "Terminal Building Roof Repairs and Replacement," increase of \$24,085.85.

- F. Change Order No. 12 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 \$289,533.10 and 90 calendar days.
- G. Change Order No. 38 to the Construction Contract with Timberlake Construction Co., Inc., for Project No. OCAT WRWA 1510, "Terminal Renovation and Expansion – Phase III," increase of \$18,220.72.
- H. Resolution authorizing the purchase of floor coverings, and installation services, from The Carpet Store, utilizing the City of Oklahoma City contract C236004 in an estimated amount of \$300,000, July 28, 2022 through June 30, 2023.
- I. Resolution of the Oklahoma City Airport Trust rescinding and replacing its December 16, 2021 Resolution and now authorizing the purchase of two Lone Star Promaster shuttle buses from Creative Bus Sales, utilizing State contract SW0797C–ADA Transit Buses, in the combined amount of \$245,790.
- J. Resolution authorizing the purchase of audio/video equipment, installation, and maintenance from Ford Audio-Video Systems, LLC , utilizing the City of Oklahoma City contract S22-SW2211021, in an estimated amount of \$37,500, July 28, 2022 through September 15, 2022.
- K. Resolution revising the "Will Rogers World Airport Air Service Incentive Program."
- L. Resolution to revise the Oklahoma City Airport Trust's Resolution dated February 24, 2022, awarding Air Service Incentives to Southwest Airlines' new nonstop service to San Antonio International Airport.
- M. Project Requirements Understanding Acknowledgements with Customs and Border Protection, United States Department of Homeland Security, for a Federal Inspection Service Facility and a Federal Inspection Service General Aviation Facility at Will Rogers World Airport.
- N. Amendment No. 1 to the Lease Agreement with Metro Technology Centers School District No 22, to exercise the first of nine (9) successive one year option periods, July 1, 2022 through June 30, 2023.
- O. Amendment No. 2 to Signatory Passenger Airline Use and Operations Agreement with Delta Airlines, Inc. to revise Exhibit "D" and Exhibit "G7" for additional leased premises, to revise their rental rates accordingly, and to make certain modifications to the Ticket Counter Space, August 1, 2022, through June 30, 2024.
- P. Avigation and Hazard Easement granted to the City of Oklahoma City and the Oklahoma City Airport Trust by STK Developments, LLC, for land located at 5320 SW 119th Street and South Meridian Avenue.

**VII.** Wiley Post Airport

- A. Resolution authorizing Change Order No. 1 to Purchase Order No. PO22-487 for services to perform roof repairs and maintenance to Hangar 6 at Wiley Post Airport, with Alva Roofing Co., in the estimated amount of \$12,377.13.
- B. Lease and Operations Agreement, Memorandum of Lease, Leasehold Financing and Master Lease Recognition Agreement, and the Lessor's Estoppel Certificate with Turbine Aircraft Services, LLC and Prosperity Bank, where applicable.
- C. Assumption Agreement and Use Guaranty for conveyance of PWA T-hangar Unit #1608 from Patrick A. Timmons to Lucky Dog Air, LLC, effective July 28, 2022.
- D. Assumption Agreement and Use Guaranty for conveyance of PWA T-hangar Unit #1808 from Randall Aviation, Inc. to Robert Lee Thompson and David Lloyd Thompson, co-owners, effective July 28, 2022.
- E. Avigation and Hazard Easement granted to the City of Oklahoma City and the Oklahoma City Airport Trust by Deetya, LLC, for land located at 7749 NW 79th Place.

**VIII.** Clarence E. Page Airport

- A. Assignment and Assumption Agreement with Sherry Upton and Jerry L. Calvert for the Block 5, Lot 10 Lease Agreement at Clarence E. Page Airport as a hangar site for storage of a privately owned aircraft, effective July 28, 2022, through December 31, 2024.

**IX.** General

- A. Professional Services Agreement for Security Guard Service (RFP-OCAT-2201) with TriCorps Security, Inc., in the estimated amount of \$1,253,245 for September 1, 2022 through August 31, 2023. WRWA, WPA, CEPA.
- B. Amendment No. 1 to the Professional Services Contract with YZAR, Inc., dba Funnel Design Group, to renew the agreement to February 28, 2023. WRWA, WPA, CEPA.
- C. Audit Contract with Allen, Gibbs, & Houlik, L.C., to exercise the sixth and final annual renewal for the performance of the FY 2021-2022 annual audit of the funds, books, accounts, and fiscal affairs of the Oklahoma City Airport Trust and Airports Enterprise Fund and comply with requirements of the Single Audit Act, in the amount of \$45,340, effective July 1, 2022 through June 30, 2023. WRWA, WPA, CEPA.

- X. (1) Resolution ratifying the action of the Director of Airports in approving the requisition dated July 28, 2022 and (2) Resolution approving requisitions dated July 28, 2022.

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

## **XII.** Adjournment