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## A G E N D A

### December 16, 2021 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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## **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**  
**December 16, 2021**

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Three affirmative votes are required for approval of all actions.

- I. Call to Order**
- II. Approve minutes of November 18, 2021 Oklahoma City Airport Trust meeting.**
- III. Director's Report**
- IV. WILL ROGERS WORLD AIRPORT**
  - A. Change Order No. 2 to the Construction Contract with Anderson & House, Inc., for Project OCAT WRWA 2201, "Thomas P. Stafford Northeast Plaza Pavement," Mike Monroney Aeronautical Center, increase of \$14,574.03 and five (5) calendar days.**
  - B. Change Order No. 2 to the Construction Contract with Nash Construction Co., for Project OCAT WRWA 2202, "Aviation Records Building Site Improvements Phase II," Mike Monroney Aeronautical Center, increase of \$3,859 and two (2) calendar days.**
  - C. Change Order No. 2 to the Construction Contract with Metropolitan AC Service Company, for Project OCAT WRWA 2105, "Hangar 9 Boiler Replacement," Mike Monroney Aeronautical Center, increase of \$21,165.26.**
  - D. Amendment No. 3 to the Construction Contract with Timberlake Construction Co., Inc., for Project No. OCAT WRWA 2010, "Terminal Building Upper Level Deck Structural Repairs – Phase 3B," modification of language for retainage, and authorization to reduce retainage from 5% to 2.5%.**
  - E. Plans and Project Manual submitted by Frankfurt-Short-Bruza Associates, P.C. for Project No. OCAT WRWA 2209, "Duke Ave. Asphalt Street Repairs and Replacement," Mike Monroney Aeronautical Center, and authorization of advertisement for bids.**
  - F. Option to Renew Services Agreement with Integrity Resources, LLC, for maintenance of the natural gas distribution system at Mike Monroney Aeronautical Center during calendar year 2022, in the estimated amount of \$6,000.**
  - G. 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 \$50,397.25.

- H. Resolution authorizing the purchase of two Glaval Universal shuttle buses from Creative Bus Sales, utilizing State Contract SW0797C - ADA Transit Buses, in the amount of \$159,986.
- I. Resolution ratifying Request for Bids for Inspection, Maintenance, and Repair Services for Passenger Boarding Bridges (BID-OCAT-2201) at Will Rogers World Airport and advertisement of Request for Bids, to be opened on January 5, 2022.
- J. Change Order No. 33 to the Construction Contract with Timberlake Construction Co., Inc., for Project OCAT WRWA 1510, "Terminal Renovation and Expansion – Phase III," increase of \$29,754.24; and certification of Substantial Completion of Construction Sequences 1-4.
- K. Plans and Project Manual submitted by ADG, P.C. for Project No. OCAT WRWA 1802, "Elevator Replacement for Multiple Buildings," Mike Monroney Aeronautical Center, and authorization of advertisement for bids.

## V. CLARENCE E. PAGE AIRPORT

- A. Change Order No. 2 to the Construction Contract with Rudy Construction Co., for Project No. OCAT CEPA 2104, "Rehabilitate C.E. Page Apron," increase of fourteen (14) calendar days.

## VI. GENERAL

- A. Receive reports:

- 1) Delinquent Accounts Receivable
- 2) Construction Projects Status Report as of December 16, 2021.
- 3) Budget to Actual Report as of November 30, 2021.

- B. Amendment No. 1 to the Contract for Professional Services with CEC Corporation for Project No. OCAT GEN 1910, "Multi-Year Professional Services." WRWA, WPA, CEPA.
- C. Authorize approval of grant agreements from American Rescue Plan Act ("ARPA") funds from the United States of America, Federal Aviation Administration ("FAA") for Will Rogers World Airport, Grant No. 3-40-0072-085-2022 in the amount of \$16,061,392; Wiley Post Airport, Grant No. 3-40-0073-030-2022 in the amount of \$148,000; and Clarence E. Page Airport, Grant No. 3-40-0071-017-2022 in the amount of \$32,000. WRWA, WPA, CEPA.
- D. Receive Oklahoma City Department of Airports' Annual Report for the Fiscal Year ended June 30, 2021. WRWA, WPA, CEPA.

## VII. LEASE AND OTHER AGREEMENTS

- A. Ground Service Agreement for limousine services with Axum Transport LLC dba Backstage Limo. WRWA.
- B. Ground Service Agreement for courtesy vehicle services with Aramark Services, Inc., dba NCED Conference Center & Hotel. WRWA.
- C. Assumption Agreement and Use Guaranty for conveyance of PWA T-hangar Unit #908 from William A. Waterman to W.A. Waterman Revocable Trust, effective December 16, 2021. WPA.
- D. Joint Resolution of The City of Oklahoma City and The Oklahoma City Airport Trust, in their respective capacities, approving, authorizing and directing the Mayor, or in his absence, the Vice Mayor, the Chairman, or in his absence, the Vice Chairman to execute and the City Clerk and the Secretary of the Trust to attest to the execution of Supplemental Agreement No. 2 To the Lease and Operations Agreement with Anthony Plant and Clinton Randolph Plant, upon approval of final documents by the Director of Airports and the Municipal Counselor's Office and the Municipal Counselor's Office's determination that such documents are substantially consistent with the Joint Resolution and the draft agreements attached hereto and requiring that all agreements be filed with the City Clerk and Secretary of the Trust upon full execution by all the parties thereto. WPA.
- E. Joint Resolution of The City of Oklahoma City and The Oklahoma City Airport Trust, in their respective capacities, approving, authorizing and directing the Mayor, or in his absence, the Vice Mayor, the Chairman, or in his absence, the Vice Chairman to execute and the City Clerk and the Secretary of the Trust to attest to the execution of the following: 1.) Assignment And Assumption Agreement, and 2.) Memorandum of Agreement with Kirby-Smith Machinery, Inc., upon approval of final documents by the Director of Airports and the Municipal Counselor's Office and the Municipal Counselor's Office's determination that such documents are substantially consistent with the Joint Resolution; and requiring that all agreements be filed with the City Clerk and Secretary of the Trust upon full execution by all the parties thereto. WPA.
- F. Joint Resolution of The City of Oklahoma City and The Oklahoma City Airport Trust, in their respective capacities, approving, authorizing and directing the Mayor, or in his absence, the Vice Mayor, the Chairman, or in his absence, the Vice Chairman to execute and the City Clerk and the Secretary of the Trust to attest to the execution of the following 1.) Landlord's Estoppel Certificate, and 2.) Leasehold Subordinating Financing and Master Lease Recognition Agreement with AZ Oklahoma City OK Landlord, LLC, upon approval of final documents by the Director of Airports and the Municipal Counselor's Office and the Municipal Counselor's Office's determination that such documents are substantially consistent with the Joint Resolution and the draft agreements attached hereto; and requiring that all agreements be filed with the City Clerk and Secretary of the Trust upon full execution by all the parties thereto. WRWA.

**VIII.** (1) Resolution ratifying the action of the Director of Airports in approving the requisition dated December 16, 2021 and (2) Resolution approving requisitions dated December 16,

2021.

**IX. Executive Session**

- A. Enter into executive session on the advice of the Municipal Counselor's Office to receive confidential communications from its attorney and outside counsel regarding potential litigation and/or potential settlement relating to the Trust's mineral interests, as authorized by 25 O.S. (2020 Supp.) § 307(B)(4), because disclosure would seriously impair the ability of the public body to deal with potential litigation in the public interest.

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

**XI. Adjournment**