



A G E N D A

September 24, 2020 9:00 AM

During the COVID-19 pandemic, no physical location will be provided for this meeting. The meeting will instead be live streamed from remote locations as allowed by SB 661, 25 O.S. Supp. 2019 §304(7). Instructions on how to join the meeting can be found on the second page of this agenda.

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

Trustees:

Larry McAtee, Chairman, Trustee-Council Member
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
Terry Salmon, Independent Trustee

Mark Kranenburg, General Manager
Frances Kersey, Secretary

Phone: 1-346-248-7799 (cell phone)
Toll Free: 1-888-475-4499 or 1-877-853-5257 (land line)
Meeting URL: <https://okc.zoom.us/j/97588336827>
Meeting ID: 975 8833 6827

OKLAHOMA CITY AIRPORT TRUST

PARTICIPATION INSTRUCTIONS

The Oklahoma City Airport Trust encourages participation in the public meeting from the residents of Oklahoma City. The City Council Chamber will be closed and the only alternative to participate in the meeting will be by Zoom/Prime.gov. Below are instructions on how to access to the meeting, request to speak on certain agenda items and how to request to speak under Citizens to be Heard.

- To participate in the meeting via ZOOM, go to **Meeting URL:**
<https://okc.zoom.us/j/97588336827>
When prompted, enter Meeting ID: **975 8833 6827**
- To participate in the meeting by cell phone, call 1-346-248-7799.
- To participate by land line toll free, call 1-888-475-4499 or 1-877-853-5257.
- To speak on a certain agenda item, place a call in advance of the meeting to (405) 316-3202 or text your request in advance of the meeting to (405) 508-9278, or to participate via e-mail, please e-mail requests to wrwa@okc.gov. Include your name, the agenda item number and the reason you would like to speak (i.e., protest, representing applicant, request continuance). **Please submit your request prior to the beginning of the meeting to avoid receiving your request after your item has been considered.** City staff will attempt to submit requests received during the meeting to process them to the meeting Chair.

The Chairman will announce at the beginning of the meeting that if connections are lost, the Trust will attempt to restore communications for a maximum of 30 minutes and if communications cannot be restored, the meeting will reconvene on Thursday, September 24 at 3:00 p.m. If you are disconnected, please try again before calling (405) 316-3202 or texting (405) 508-9278.

It is the policy of The City of Oklahoma City to ensure that communications with participants and members of the public with disabilities are as effective as communications with others. Anyone with a disability who requires an accommodation, a modification of policies or procedures, or an auxiliary aid or service to participate in this meeting should call (405) 297-1630 or TDD (405) 297-2020 at least 48 hours in advance (excluding weekends or holidays). The Oklahoma City Airport Trust will give primary consideration to the choice of auxiliary aid or service requested by the individual with disability before the scheduled meeting. If you need an alternative format of the agenda, or any information provided at this meeting, call (405) 297-1630 at least 48 hours before the meeting (excluding weekends or holidays).

INFORMATION ABOUT AIRPORT TRUST MEETINGS

The Oklahoma City Airport Trust generally meets on the fourth Thursday of each month at 9:00 a.m. in Council Chambers at City Hall unless prior notice of a change is posted. To confirm meeting dates, call 316-3266. **If you need a sign language interpreter at the Oklahoma City Airport Trust meeting, please call the Public Information Office, 297-2578, before noon Monday.**

It is the policy of the Trust to ensure that communications with participants and members of the public with disabilities are as effective as communications with others. Anyone with a disability who requires an accommodation, a modification of policies or procedures, or an auxiliary aid or service in order to participate in this meeting should contact the Department of Airports ADA coordinator at 316-3223 or TDD 297-2020 as soon as possible but not later than 48 hours (not including weekends or holidays) before the scheduled meeting. The ADA coordinator will give primary consideration to the choice of auxiliary aid or service requested by the individual with disability. If you need an alternate format of the agenda or any information provided at said meeting, please contact the ADA coordinator listed above 48 hours prior to the scheduled meeting.

Addressing the Trust

Citizens may address the Airport Trust during public hearings on any matter that is on the agenda. Citizens may also address the Airport Trust on individual concerns at the end of the agenda when the Chairman asks if there are any comments from citizens. If you know in advance that you wish to address the Trust, you may call 316-3266 and provide your name and the subject about which you wish to speak. Please limit your comments to three minutes.

Trust Actions

Official action can be taken only on items that appear on the agenda. The Trust may dispose of business on the agenda by adopting, approving, ratifying, denying, deferring, or continuing resolutions, plans and specifications, addenda, amendments, agreements, and contracts. Other actions may also be taken.

When more information is needed to act on an item, the Trust may elect to refer the matter to the Airport Director or Trust attorney. The Trust may also elect to refer items to committees of the Trust, to a board or commission, or to independent consultants for additional study. Under certain circumstances, items are stricken from the agenda entirely or no action of any kind is taken.

Items listed under each category in this agenda are usually approved as a group with the proper 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 Oklahoma City Airport Trust, call 316-3266, or visit the Department of Airports at Will Rogers World Airport, 7100 Terminal Drive, 3rd Floor Terminal Building, Room 301, Oklahoma City, Oklahoma.

AGENDA

OKLAHOMA CITY AIRPORT TRUST

September 24, 2020

Three affirmative votes are required for approval of all actions.

- I. Call to Order
- II. Approve minutes of August 27, 2020 Oklahoma City Airport Trust meeting.
- III. Director's Report
- IV. **WILL ROGERS WORLD AIRPORT**
 - A. Amendment No. 2 to the Contract for Professional Services with Johnson & Associates, Inc., for Project No. OCAT WRWA 1909, "Aircraft Lavatory Waste Disposal Facility," increase of \$8,000.
 - B. Amendment No. 6 to the Construction Contract with Crossland Heavy Contractors, Inc., for OCAT WRWA 1904, "Rehabilitate Terminal Access Roadways – Phase 1," increase of \$6,290.79, and Change Order No. 8, increase of \$7,038.
 - C. Ratify and approve the issuance of Change Order No. 1 to the Construction Contract with thyssenkrupp Airport Systems, Inc., for OCAT WRWA 1510, "Terminal Renovation and Expansion – Phase III, Passenger Boarding Bridges Package," increase of \$60,165.23.
 - D. Change Order No. 3 to the Construction Contract with Alva Roofing Company, for Project No. OCAT WRWA 2002, "Hangar 9 West Side Roof Repairs," Mike Monroney Aeronautical Center, decrease of \$14,325; increase of 8 calendar days; acceptance of completed Project; and placing the Maintenance Bond into effect.
 - E. Change Order No. 18 to the Construction Contract with Timberlake Construction Co., Inc., for Project No. OCAT WRWA 1510, "Terminal Renovation and Expansion – Phase III," increase of \$186,567.26.

V. **GENERAL**

- A. Receive reports:
- 1) Delinquent Accounts Receivable
 - 2) Construction Projects Status Report as of September 24, 2020.
 - 3) Budget to Actual Report as of August 31, 2020.
- B. Receive recommendation regarding bids opened on August 26, 2020, for Project No. OCAT GEN 2101, "Electrical and Street Lighting Maintenance and Repairs"; award the Annual Maintenance Contract to Libra Electric Company, for 365 calendar days or a not-to-exceed amount of \$300,000; and approve the Contract and bonds. WRWA, WPA, CEPA.

VI. **LEASE AND OTHER AGREEMENTS**

- A. Supplement No. 1 to Professional Services Contract with Campbell-Hill Aviation Group, LLC, to exercise the first of two one-year renewal options to renew the Contract, December 1, 2020 to November 30, 2021. WRWA, WPA, CEPA.
- B. Supplemental Agreement No. 4 to the Lease Agreement with Chesapeake Land Development Company, L.L.C., amending and clarifying certain terms and conditions of the Lease Agreement. WRWA.
- C. Assignment and Assumption Agreement with Chesapeake Land Development Company, L.L.C., and Allied Asset Management, LLC, approving Chesapeake Land Development Company, L.L.C.'s assignment of all of its interest in the Lease Agreement with the Oklahoma City Airport Trust to Allied Asset Management, LLC; Memorandum of Ground Lease between the Oklahoma City Airport Trust, the City of Oklahoma City, and Allied Asset Management, LLC confirming the terms of the Lease Agreement for public recordation; and Landlord's Estoppel Certificate, Consent to Lender, and Lender's Obligation to the Ground Lease allowing the new Lessee to mortgage its leasehold interest in its facilities. WRWA.
- D. Memorandum of Ground Lease between the Oklahoma City Airport Trust, the City of Oklahoma City, and OnCue Marketing, LLC allowing the Lessee to mortgage its leasehold interest in the facilities to be constructed; and Landlord's Estoppel Certificate, Consent to Lender, and Lender's Obligation to the Ground Lease, confirming the terms of the Lease Agreement for recordation. WRWA.
- E. Assumption Agreement and Use Guaranty for conveyance of PWA T-hangar Unit #1002 from Thomas C. Williams, Inc., to PWA 1002, LLC, effective September 24, 2020. WPA.

- F. Assumption Agreement and Use Guaranty for conveyance of PWA T-hangar Unit #2203 from Richart Distributors, Inc., to Synergy Aviation, LLC, effective September 24, 2020. WPA.
 - G. Assumption Agreement and Use Guaranty for conveyance of PWA T-hangar Unit #1309 from Salazar Roofing and Construction to Salazar Aviation, LLC, effective September 24, 2020. WPA.
 - H. Ground Services Agreement for limousine services with City Limousine, Inc., dba Kings Worldwide Transportation. WRWA.
- VII. (1) Resolution ratifying the action of the Director of Airports in approving the requisition dated September 24, 2020 and (2) Resolution approving requisitions dated September 24, 2020.
- VIII. Comments from Trustees, Staff and Citizens
- IX. Adjournment