

NOTICE and AGENDA
TULSA AIRPORTS IMPROVEMENT TRUST SPECIAL MEETING

THURSDAY ~ JUNE 18, 2015 ~ 8:30 a.m.

TULSA INTERNATIONAL AIRPORT
7777 EAST APACHE STREET ROOM #A211
TULSA, OKLAHOMA

1. **APPROVE THE MINUTES OF THE MAY 14, 2015 SPECIAL MEETING OF TAIT.**

2. **FINANCIAL AND OPERATING.**
 - 2.A. RECEIVE AND FILE OPERATING REPORTS – TUL/RVS.

 - 2.B. APPROVE THE FOLLOWING ITEMS FOR THE FISCAL YEAR JULY 1, 2015 THROUGH JUNE 30, 2016 (FY16) BUDGET – TUL/RVS.
 - TAIT ANNUAL BUDGET IN AN AMOUNT NOT TO EXCEED \$44,279,180 COMPRISED OF:

○ GENERAL OPERATING BUDGET	\$22,245,285
○ DEBT SERVICE (P&I) PAYMENTS	\$18,496,167
○ SET-ASIDE (EARMARKED) FUNDS	\$ 378,487
○ AIRPORT IMPROVEMENT FUND	\$ 3,159,241

 - TAIT SCHEDULE OF RATES, FEES & CHARGES

 - PARKING SYSTEM OPERATING BUDGET \$ 1,687,148
(INCLUDED IN THE TAIT GENERAL OPERATING BUDGET)

 - 2.C. APPROVE AN AMENDMENT AND RESTATEMENT OF THE TAIT BYLAWS – TUL/RVS.

 - 2.D. CONSIDER AND APPROVE THE PURCHASE OF DIRECTORS AND OFFICERS LIABILITY INSURANCE THROUGH THE JOE WEST COMPANY AT AN ANNUAL PREMIUM OF \$25,730.00 EFFECTIVE JULY 1, 2015 – TUL/RVS.

 - 2.E. APPROVE THE SECOND OF TWO (2) ANNUAL OPTIONS TO EXTEND THE AIRPORT COMMERCIAL AUTO POLICY WITH MID-CONTINENT CASUALTY CO., THROUGH THE JOE WEST COMPANY, AT AN ANNUAL PREMIUM OF \$31,512.00, EFFECTIVE JULY 16, 2015 – TUL/RVS.

 - 2.F. APPROVE THE FIRST OF TWO (2) ANNUAL OPTIONS TO EXTEND THE PROPERTY INSURANCE WITH ALLIANT INSURANCES SERVICES, INC., AND PUBLIC-ENTITY PROPERTY INSURANCE PROGRAM, THROUGH THE JOE WEST COMPANY, AT AN ANNUAL PREMIUM OF \$167,411.02, EFFECTIVE JULY 1, 2015 THROUGH JUNE 30, 2016 – TUL/RVS.

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CITY OF TULSA
STATE OF OKLAHOMA
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MICHAEL P. KIER
CITY CLERK

- 2.G. APPROVE STANDARD FORM OF TULSA AIRPORTS ADVERTISING AGREEMENT AND AUTHORIZE SIGNATURE BY TAIT ADVERTISING SALES MANAGER WITH SUBSEQUENT RATIFICATION BY TRUSTEES – TUL.
- 2.H. APPROVE AMENDMENT TO TAIT’S SCHEDULE OF RATES, FEES AND CHARGES TO INCLUDE A RATE CARD FOR IN-HOUSE ADVERTISING PROGRAM RATES – TUL.
- 2.I. APPROVE ACKNOWLEDGMENT AND CONSENT WITH GCR, INC. TO EXERCISE THE SECOND OF FOUR (4) ONE-YEAR OPTIONS TO EXTEND THE TERM OF THE AGREEMENT, EFFECTIVE JULY 1, 2015 – TUL.
- 2.J. APPROVE AMENDMENT NO. 1 TO GRANT AGREEMENT AIP GRANT NUMBER 3-40-0099-086-2014 REDUCING THE GRANT AMOUNT BY \$2,683,603.00 – TUL.
- 2.K. APPROVE AMENDMENT NO. 2 TO TRANSPORTATION SECURITY ADMINISTRATION (TSA) OTHER TRANSACTION AGREEMENT (OTA) NUMBER HSTSO4-11-H-CT1331 REDUCING THE OTA AMOUNT BY \$2,551,478.56 – TUL.
- 2.L. ACCEPT QUOTE AND APPROVE PURCHASE ORDER (TERMINAL BUILDING ENVIRONMENTAL CONTROLS PROJECT) WITH JOHNSON CONTROLS, INC. IN AN AMOUNT NOT-TO-EXCEED \$46,737.00 FOR UP TO SIX (6) MONTHS – TUL.
- 2.M. RESCIND CONTRACT AWARD (LANDSIDE MOWING) TO PRECISION LAWN CARE, LLC, THE LOWEST RESPONSIBLE BIDDER, IN THE AMOUNT OF \$79,456.00 – TUL.
- 2.N. ACCEPT BID AND AWARD CONTRACT (LAND SIDE MOWING) TO G & G LAWN AND LANDSCAPE, INC., THE SECOND LOWEST RESPONSIBLE BIDDER, IN AN AMOUNT NOT-TO-EXCEED \$122,594.00 – TUL.
- 2.O. APPROVE AMENDMENT TO THE MINIMUM STANDARDS AND REQUIREMENT TO CONDUCT COMMERCIAL AERONAUTICAL SERVICES AND ACTIVITIES THAT WOULD PERMIT THE USE OF ABOVE GROUND FUEL STORAGE TANKS IN THE FUEL FARM AREA – RVS.
- 2.P. APPROVE AMENDMENT TO THE FIVE-YEAR CAPITAL IMPROVEMENT PLAN (CIP) FOR FISCAL YEARS 2016-2020 MOVING THE AIRFIELD GUIDANCE SIGN UPGRADE PROJECT FROM FY2017 TO FY2016 – RVS.
- 2.Q. ACCEPT PENDING FAA AIP GRANT (REHABILITATE TAXIWAY A PROJECT) IN AN AMOUNT NOT-TO-EXCEED \$1,600,000.00 – RVS.
- 3. CAPITAL IMPROVEMENT CONTRACTS, AMENDMENTS, CHANGE ORDERS, OR OTHER ACTION.**
- 3.A. AIR FORCE PLANT #3. ~ NO ITEMS.**

3.B. CONTRACTS.

3.B.1. ACKNOWLEDGE RECEIPT OF BIDS AND EXTEND CONTRACT AWARD PERIOD (NEW CARGO BUILDING 4) TO AUGUST 15, 2015 – TUL.

3.B.2. APPROVE CONTRACT FOR DESIGN SERVICES (BUILDINGS ROOF REPAIR PROJECT) WITH FRITZ BAILY, LLC IN AN AMOUNT NOT-TO-EXCEED \$64,095.77 – TUL.

3.B.3. ACCEPT BID AND AWARD CONTRACT (REHABILITATE TAXIWAY A PROJECT) WITH APAC CENTRAL, INC IN THE AMOUNT OF \$1,063,699.92, SUBJECT TO FAA APPROVAL AND GRANT FUNDING – RVS.

3.B.4. APPROVE CONTRACT FOR CONSTRUCTION MANAGEMENT SERVICES (REHABILITATE TAXIWAY A PROJECT) WITH GARVER, LLC IN AN AMOUNT NOT-TO-EXCEED \$73,450.00, SUBJECT TO FAA APPROVAL AND GRANT FUNDING – RVS.

3.B.5. APPROVE CONTRACT FOR DESIGN SERVICES (REHABILITATE RUNWAY 1L/19R PROJECT) WITH GARVER, LLC IN AN AMOUNT NOT-TO-EXCEED \$184,000.00, SUBJECT TO FAA APPROVAL AND GRANT FUNDING – RVS.

3.B.6. APPROVE CONTRACT FOR DESIGN SERVICES (UPGRADE AIRFIELD GUIDANCE SIGNS PROJECT~STAGE III) WITH GARVER, LLC IN AN AMOUNT NOT-TO-EXCEED \$203,550.00, SUBJECT TO FAA APPROVAL AND GRANT FUNDING – RVS.

3.C. CONTRACT AMENDMENTS. ~ NO ITEMS.

3.D. CHANGE ORDERS. ~ NO ITEMS.

3.E. CHANGE OF QUANTITIES. ~ NO ITEMS.

3.F. OTHER CONTRACT ACTION. ~ NO ITEMS.

4. CONTRACTS, LEASES, LICENSES OR OTHER ACTION.

4.A. APPROVE ACKNOWLEDGMENT AND CONSENT FOR NON-SIGNATORY CARGO CARRIER LICENSE AGREEMENT WITH MARTINAIRE, LLC TO EXERCISE THE SECOND OF TWO (2) ONE-YEAR OPTIONS AT THE STANDARD RATE, EFFECTIVE JULY 01, 2015 – TUL.

4.B. APPROVE ACKNOWLEDGMENT AND CONSENT WITH AMERICAN AUTO PARKS, LLC DBA AMERICAN PARKING TO EXERCISE THE FIRST OF FOUR (4) ONE-YEAR OPTIONS, EFFECTIVE

4.C. APPROVE AMENDMENT NO. 1 TO BIZJET INTERNATIONAL SALES & SUPPORT-HANGAR 32 TO INCREASE SQUARE FOOTAGE BY 998 SQUARE FEET, EFFECTIVE JUNE 01, 2015 – TUL.

- 4.D. APPROVE SUBLEASE AGREEMENT FOR TERMINAL BUILDING OFFICE SPACE WITH CALDWELL TRANSPORT CO., LLC FOR 295 SQUARE FEET OF OFFICE SPACE FOR ONE (1) YEAR AT THE STANDARD RATE, EFFECTIVE AUGUST 01, 2015 – TUL.
- 4.E. APPROVE RENEWAL OF LICENSE AGREEMENT WITH QUANTEM AVIATION SERVICES, INC. FOR ONE (1) YEAR AT THE STANDARD RATE, EFFECTIVE AUGUST 01, 2015 – TUL.
- 4.F. APPROVE RENEWAL OF LICENSE AGREEMENT WITH DAL GLOBAL SERVICE, LLC FOR ONE (1) YEAR AT THE STANDARD RATE, EFFECTIVE AUGUST 01, 2015 – TUL.
- 4.G. APPROVE REVISED AND RESTATED AMENDMENT NO. 2 TO SUBLEASE AGREEMENT WITH THE WILLIAMS COMPANIES, INC. TO ADD TRACT NO. IV, CORRECT THE LEGAL DESCRIPTION OF TRACT NO. III, EXTEND THE TERM THROUGH JUNE 30, 2018, AND ADD ONE (1) FIVE-YEAR OPTION TO EXTEND THE TERM, EFFECTIVE JULY 1, 2015 – TUL.
- 4.H. APPROVE ACKNOWLEDGEMENT AND CONSENT WITH INDEPENDENT SCHOOL DISTRICT #5 OF TULSA COUNTY, OKLAHOMA, A/K/A JENKS SCHOOL DISTRICT TO EXERCISE THE EIGHTH OF NINE (9) ONE-YEAR OPTIONS TO EXTEND THE TERM OF THE SUBLEASE AGREEMENT, EFFECTIVE JULY 01, 2015 – RVS.
- 4.I. APPROVE AMENDMENT NO. 3 TO SUBLEASE AGREEMENT WITH SOUTHWEST AVIATION SPECIALTIES, LLC (LOT 1, BLOCK 6, SOUTHWEST COMMERCIAL AREA) (DAVE GUZMAN) TO ADD 24,414 SQUARE FEET TO APRON AREA AT \$.30 PER SQUARE FOOT PER YEAR, EFFECTIVE JUNE 1, 2015 – RVS.
- 4.J. CONSIDERATION AND POSSIBLE ACTION TO APPROVE OR DENY REQUEST BY EOR, LLC (PAUL MACKEY) TO DIVIDE LOT 2, BLOCK 1, NORTHEAST COMMERCIAL AREA INTO TWO (2) LOTS – RVS.
- 4.K. APPROVE ASSIGNMENT OF SUBLEASE AND ACKNOWLEDGMENT AND CONSENT TO ASSIGNMENT FROM POTTER AVIATION, LLC TO DOUG HARRIS AVIATION, LLC (LOT 6, BLOCK 1C, NORTHWEST HANGAR AREA), EFFECTIVE UPON APPROVAL – RVS.
- 4.L. APPROVE NAME CHANGE FROM A.A., INC. TO FRANK MONTERO (LOT 9, BLOCK 10, NORTHEAST HANGAR DEVELOPMENT), EFFECTIVE MAY 5, 2015 – RVS.
- 5. OTHER BUSINESS.**
- RECESS FOR TAA MEETING
 - RECONVENE TAIT MEETING

- IMMEDIATELY FOLLOWING THE MEETING, A TOUR OF THE CONCOURSE “A” RECONSTRUCTION PROJECT WILL BE OFFERED TO THE TRUSTEES
6. **APPROVE THOSE ITEMS FROM THE JUNE 18, 2015 MEETING OF TAA WHICH SHOULD BE CONSIDERED BY TAIT.**
 7. **APPROVE EXECUTIVE SESSION PURSUANT TO 25 O.S. §307(B)(4) FOR THE PURPOSES OF COMMUNICATION BETWEEN THE TRUSTEES AND COUNSEL CONCERNING PENDING INVESTIGATION(S), CLAIM(S), ACTION(S) OR LITIGATION INCLUDING, BUT NOT LIMITED TO: A.) TIA AND BOKF, N.A. DBA BANK OF OKLAHOMA VS. TAIT, DISTRICT COURT OF TULSA COUNTY, STATE OF OKLAHOMA, CASE NO. CJ-2013-01165; AND B.) FRANK MONTERO DBA A.A., INC. VS. TULSA AIRPORT AUTHORITY A/K/A T.A.I.T. – T.A.A., DISTRICT COURT OF TULSA COUNTY, STATE OF OKLAHOMA, CASE NO. CV-2014-00072 AND FRANK MONTERO V. TULSA AIRPORT AUTHORITY, AKA T.A.I.T., CASE NO. CV-2014-924.**
 8. **ADJOURN.**

IF YOU REQUIRE SPECIAL ACCOMMODATIONS PURSUANT TO THE AMERICANS WITH DISABILITIES ACT, PLEASE NOTIFY LISA BROWN AT (918) 838-5000 BY JUNE 17, 2015.