

05/07/2018 3:35 pm

**MICHAEL P. KIER**  
CITY CLERK

**NOTICE AND AGENDA OF  
COMBINED MEETING OF  
TULSA AIRPORTS IMPROVEMENT TRUST - SPECIAL MEETING  
and TULSA AIRPORT AUTHORITY - REGULAR MEETING**

**THURSDAY ~ MAY 10, 2018 ~ 8:30 a.m.**

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

**AGENDA ~**

**CALL COMBINED MEETING OF THE TRUSTEES OF THE TULSA AIRPORTS IMPROVEMENT TRUST AND MEETING OF THE MEMBERS OF THE TULSA AIRPORT AUTHORITY TO ORDER.**

- 1. APPROVE THE MINUTES OF THE COMBINED APRIL 12, 2018 SPECIAL MEETING OF TAIT AND THE REGULAR MEETING OF TAA.**
  
- 2. FINANCIAL AND OPERATING.**
  - 2.A. RECEIVE AND FILE OPERATING REPORTS – TUL/RVS.**
    - CEO REPORT
    - FINANCIAL REPORT
    - MARKETING REPORT
  
  - 2.B. RECEIVE DRAFT FY2018-2019 (FY19) TAIT BUDGET PLAN TO BE CONSIDERED AT THE JUNE, 2018 BOARD MEETING – TUL/RVS/OKM.**
  
  - 2.C. APPROVE AMENDMENT TO COLLECTION AND WRITE-OFF POLICY – TUL/RVS.**
  
  - 2.D. RECEIVE FOR INITIAL CONSIDERATION THE REVISIONS TO TAIT HUMAN RESOURCES POLICY MANUAL – TUL/ RVS/OKM.**
  
  - 2.E. APPROVE HAY CUTTING CONTRACT WITH ROBERT WILLIAMSON IN THE AMOUNT OF \$16.51 PER ACRE, TO BE PAID TO TULSA AIRPORTS IMPROVEMENT TRUST – TUL.**
  
- 3. CAPITAL IMPROVEMENT CONTRACTS, AMENDMENTS, CHANGE ORDERS, OR OTHER ACTION.**
  - 3.A. RESERVED. ~NO ITEMS.**
  
  - 3.B. CONTRACTS.**
    - 3.B.1. AWARD CONTRACT FOR DESIGN SERVICES (SCHWAB HALL PROJECT-PHASE 2) WITH FRITZ BAILY, PLC IN THE AMOUNT NOT-TO-EXCEED \$142,303.28 – TUL.**

- 3.B.2 ACCEPT BID AND APPROVE CONTRACT (CONCOURSE A AUTOMATED EXIT LANE PROJECT) WITH AC OWEN CONSTRUCTION, LLC, THE LOWEST RESPONSIBLE BIDDER, IN THE AMOUNT OF \$101,185.00 – TUL.
- 3.B.3. APPROVE PURCHASE ORDER WITH CONSOLIDATED ELECTRICAL DISTRIBUTORS, INC. (CED) IN AN AMOUNT NOT-TO-EXCEED \$28,299.80 – TUL.
- 3.B.4. APPROVE AMENDMENT NO. 1 TO PROFESSIONAL SERVICES AGREEMENT WITH JOHNSON CONTROLS FOR THE BUILDING MANAGEMENT SYSTEMS SUPPORT SERVICES TO EXTEND THE EXPIRATION DATE TO MAY 11, 2019 – TUL.
- 3.C. CONTRACT AMENDMENTS. ~ NO ITEMS.**
- 3.D. CHANGE ORDERS. ~ NO ITEMS.**
- 3.E. CHANGE OF QUANTITIES. ~ NO ITEMS.**
- 3.F. OTHER CONTRACT ACTION.**
  - 3.F.1. ACCEPT PROJECT AND APPROVE FINAL PAYMENT (PARKING LOT BOOTHS PROJECT) WITH SOUTHEAST TULSA CONSTRUCTION, INC. IN THE AMOUNT \$3,986.65 – TUL.
- 4. CONTRACTS, LEASES, LICENSES OR OTHER ACTION.**
  - 4.A. APPROVE AMENDMENT NO. 1 TO AIRPORT-AIRLINE USE AND LEASE AGREEMENT TO AMEND AND EXTEND THE AGREEMENT FOR ONE (1) YEAR WHILE NEGOTIATIONS CONTINUE ON AN UPCOMING MULTI-YEAR AGREEMENT – TUL.
  - 4.B. APPROVE AIRPORT NON-SIGNATORY AIR CARRIER SUBLEASE AND LICENSE WITH VIA AIRLINES, INC. EFFECTIVE MAY 1, 2018 FOR ONE (1) YEAR AT THE STANDARD RATE-TUL.
  - 4.C. APPROVE JOINT USE AGREEMENT WITH THE UNITED STATES OF AMERICA, ACTING BY AND THROUGH THE CHIEF, NATIONAL GUARD BUREAU, AND THE STATE OF OKLAHOMA, ACTING BY AND THROUGH ITS ADJUTANT GENERAL, FOR TEN (10) YEARS AT \$43,365.00 PER YEAR, EFFECTIVE JULY 1, 2017 – TUL.
  - 4.D. APPROVE SUBLEASE AGREEMENT (LOT 4, BLOCK 1B, NORTHWEST HANGAR AREA) WITH CHARLES SUBLETT AS SUCCESSOR TRUSTEE OF THE JOE L. NORTON REVOCABLE LIVING TRUST, DATED OCTOBER 22, 2001, FOR FIFTEEN (15) YEARS WITH TWO (2) FIVE-YEAR OPTIONS TO EXTEND THE TERM AT THE STANDARD RATE, EFFECTIVE JUNE 1, 2018 – RVS.

- 4.E. APPROVE ASSIGNMENT OF SUBLEASE AND ACKNOWLEDGMENT AND CONSENT TO ASSIGNMENT (LOT 5, BLOCK 8, NORTHEAST HANGAR DEVELOPMENT) FROM KEN WOODHEAD, JR. REVOCABLE TRUST DATED OCTOBER 15, 1997 TO THE WOODHEAD FAMILY TRUST DATED MARCH 21, 2018, EFFECTIVE UPON APPROVAL – RVS.
- 4.F. APPROVE ASSIGNMENT OF SUBLEASE AND ACKNOWLEDGMENT AND CONSENT TO ASSIGNMENT (LOT 5, BLOCK 14, NORTHEAST HANGAR DEVELOPMENT) FROM KEN WOODHEAD, JR. REVOCABLE TRUST DATED OCTOBER 15, 1997 TO THE WOODHEAD FAMILY TRUST DATED MARCH 21, 2018, EFFECTIVE UPON APPROVAL – RVS.
- 4.G. APPROVE ASSIGNMENT OF SUBLEASE AGREEMENT AND ACKNOWLEDGMENT AND CONSENT TO ASSIGNMENT OF SUBLEASE AGREEMENT (LOT 4, BLOCK 8, NORTHEAST HANGAR DEVELOPMENT) FROM JOHN M. PEARCE TO DAE PROPERTIES, LLC (DAN EDWARDS), EFFECTIVE UPON APPROVAL – RVS.
- 4.H. APPROVE MUTUAL TERMINATION OF SUBLEASE AGREEMENT (LOT 4, BLOCK 8, NORTHEAST HANGAR DEVELOPMENT) WITH DAE PROPERTIES, LLC (DAN EDWARDS), EFFECTIVE JUNE 1, 2018 – RVS.
- 4.I. APPROVE SUBLEASE AGREEMENT (LOT 4, BLOCK 8, NORTHEAST HANGAR DEVELOPMENT) WITH DAE PROPERTIES, LLC (DAN EDWARDS) FOR FIFTEEN (15) YEARS WITH TWO (2) FIVE-YEAR OPTIONS TO EXTEND THE TERM OF THE AGREEMENT AT THE STANDARD RATE, EFFECTIVE JUNE 1, 2018 – RVS.
- 4.J. APPROVE SUBLEASE AGREEMENT (LOT 9, BLOCK 12, NORTHEAST HANGAR DEVELOPMENT) WITH BIXBY AVIATION, LLC (ALAN JACKSON) FOR FIFTEEN (15) YEARS WITH TWO (2) FIVE-YEAR OPTIONS TO EXTEND THE TERM AT THE STANDARD RATE, EFFECTIVE JULY 1, 2018 – RVS.
- 5. OTHER TAIT BUSINESS.**
- 6. TAA BUSINESS.**
- 7. APPROVE THOSE ITEMS FROM THE MAY 10, 2018 SPECIAL MEETING OF TAIT WHICH SHOULD BE CONSIDERED BY TAA.**
- 8. ADJOURN.**

IF YOU REQUIRE SPECIAL ACCOMMODATIONS PURSUANT TO THE AMERICANS WITH DISABILITIES ACT, PLEASE NOTIFY LISA MARTIN AT (918) 838-5000 BY MAY 9, 2018.