

**Notice and Agenda of  
Combined Meeting of  
TULSA AIRPORTS IMPROVEMENT TRUST - SPECIAL MEETING  
and TULSA AIRPORT AUTHORITY - REGULAR MEETING  
THURSDAY ~ NOVEMBER 14, 2019 ~ 8:30 a.m.  
AIRPORT CONFERENCE ROOM #A211  
TULSA INTERNATIONAL AIRPORT  
7777 AIRPORT DRIVE  
TULSA, OKLAHOMA**

**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 October 10, 2019 Meeting of TAIT and TAA.**
- 2. Financial and Operating.**
  - 2.A. Receive and File Operating Reports – TUL/RVS.
    - Chief Executive Officer Report
    - Chief Financial Officer Report
    - Director of Air Service & Marketing ~ Passenger Leakage Study
  - 2.B. Receive for initial consideration the draft Tulsa International Airport (TUL) Five-Year Airport Capital Improvement Plan (CIP) for Fiscal Years 2021-2025 – TUL.
  - 2.C. Receive for initial consideration the draft R.L. Jones, Jr. Airport (RVS) Five-Year Airport Capital Improvement Plan (CIP) for Fiscal Years 2021-2025 – RVS.
  - 2.D. Approve Resolution of the Trustees of the Tulsa Airports Improvement Trust reaffirming the irrevocable commitment of certain Passenger Facility Charges (PFCs) for the payment of debt service of certain of the Trustee's Bonds and certain related matters – TUL.
  - 2.E. Receive for initial consideration revisions to the General and DOT Drug and Alcohol Testing policies in the TAIT Human Resources Policy Manual – TUL/RVS.
  - 2.F. Receive and File the Tulsa Airports Improvement Trust Audited Financial Report for the fiscal year ended June 30, 2019, along with other related reports prepared by RSM US LLP – TUL/RVS.
  - 2.G. Approve Professional Services Agreement with Johnson Controls, Inc., a sole source provider, for maintenance of the Building Management Systems for an eight (8) month period in the amount \$30,656.00, effective November 1, 2019 – TUL.

**3. Capital Improvement Contracts, Amendments, Change Orders, or Other Action.**

**3.A. Reserved.** ~ No items.

**3.B. Contracts.** ~ No items.

**3.C. Contract Amendments.** ~ No items.

**3.D. Change Orders.**

3.D.1. Approve Change Order No. 6 (Taxiway J North Paving Project) with Emery Sapp & Sons in the amount of \$86,441.83 – TUL.

**3.E. Change of Quantities.** ~ No items.

**3.F. Other Contract Action.** ~ No items.

**4. Contracts, Leases, Licenses or Other Action.**

4.A. Approve Termination of Cargo Facility Sublease Agreement, as amended, with AA&E Maintenance, LLC, due to default under the terms of the Sublease Agreement, effective December 31, 2019 – TUL.

4.B. Approve Concession Agreement with Badaboom, LLC, dba Mythic Press for one (1) year, effective December 1, 2019 – TUL.

4.C. Approve Acknowledgment and Consent to Subtenant (Christiansen Aviation, Inc.) – RVS.

4.D. Approve Mutual Termination of Sublease Agreement (Lot 4, Block 1, Northeast Hangar Area) with David Figgins, effective January 1, 2020 – RVS (Hangar A-49).

4.E. Approve Sublease Agreement (Lot 4, Block 1, Northeast Hangar Area) with David Figgins, for fifteen (15) years with two (2) five-year options to extend the term at the standard rate, effective January 1, 2020 – RVS (Hangar A-49).

4.F. Approve Acknowledgment and Consent to Assignment of Sublease (Lot 7, Block 8, Northeast Hangar Development) from Cassandra Hill, Personal Representative of the Estate of Samuel L. Hill, deceased (Samuel L. Hill, Trustee of the Samuel Lewis Hill Revocable Living Trust Created by Declaration of Trust, dated September 7, 1994), to Michael Hastings, effective upon closing but no later than November 27, 2019 – RVS (Hangar B-38).

4.G. Approve Acknowledgment and Consent to Collateral Assignment of Sublease (Lot 7, Block 8, Northeast Hangar Development-Hangar B-38) from Michael Hastings to Tulsa Federal Credit Union, effective upon closing but no later than November 27, 2019 – RVS (Hangar B-38).

- 4.H. Approve Mutual Termination of Sublease Agreement (Lot 7, Block 8, Northeast Hangar Development) with Michael Hastings, effective January 1, 2020 – RVS (Hangar B-38).
- 4.I. Approve Sublease Agreement (Lot 7, Block 8, Northeast Hangar Development-Hangar B-38) with Michael Hastings for fifteen (15) years with two (2) five-year options to extend the term at the standard rate, effective January 1, 2020 – RVS (Hangar B-38).
- 4.J. Approve Acknowledgment and Consent to Collateral Assignment from RVES Co., LLC to Triad Bank (Lot 5, Block 4, Southwest Commercial Area), effective upon approval – RVS.
- 5. Other TAIT Business.**
- 6. TAA Business.**
- 7. Adjourn.**

IF YOU REQUIRE SPECIAL ACCOMMODATIONS PURSUANT TO THE AMERICANS WITH DISABILITIES ACT, PLEASE NOTIFY LISA MARTIN AT (918) 838-5000 BY NOVEMBER 13, 2019.